

Sanitized - Approved For Release : CIA-RDP54-00177A000100120009-1

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Chief, General Services Branch

FROM : Acting Chief, Telephone Section

SUBJECT: Telephone Section Monthly Report

DATE: 28 April 1950

Noted hereon are charges for services rendered by The Chesapeake and Potomac Telephone Companies and The American Telephone and Telegraph Company for the month of February, 1950.

Telephone Service Bill	\$9,082.94
Long Distance Bills	965.80
M.B. Private Outside Telephones	439.95
T.T. Channels, L.L.'s, P.L.'s and TWX	4,175.12
Miscellaneous	24.55
Total	\$14,688.36

The following information was requested in your memorandum dated 21 November 1949.

For the month of February, 1950:

- a. Total number and cost of outside local calls placed over switchboard, Executive 6115 and EXecutive 7491----  
No. of calls-59,127 Cost-\$1,924.13
- b. Non-recurring installation charges for new station equipment----\$390.00
- c. Recurring rental of new station equipment less value of station equipment disconnected----increase \$135.32
- d. Non-recurring move or relocation charges for station equipment already in use----\$205.50

Also, listed below are estimated amounts for services to be rendered during the month of May, 1950.

12,500	Telephone Service Bill	\$11,000.00
1,400	Long Distance Bills	1,400.00
650	M.B. Private Outside Telephones	600.00
5,000	T.T. Channels, L.L.'s, P.L.'s and TWX	5,000.00
50	Miscellaneous	50.00
19,600	Total	\$18,050.00

A total of 82 requisitions for services were processed by this section during the month of April, 1950. These included requests for moves, change of equipment, additional equipment, termination of equipment, etc.

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TO : Chief, Services Division

DATE: 4 April 1950

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FROM : [REDACTED]

SUBJECT: Report of Operations by the General Services Branch during the month of March, 1950.

Volume:

a. Requests for services on hand prior to March	12
b. Requests for services received in writing during March	229
c. 1. Orders submitted to GSA chargeable to quarterly encumbrance.	148
2. Special orders submitted to GSA not chargeable to quarterly encumbrance. \$138,075.00	26
3. Orders submitted to GSA nonreimbursable.	45
4. Approximately 1725 phone calls received during March.	
d. Space moves during March.	24
Total personnel moved.	539
Equipment moves.	18
Man hours worked by GSA.	1877
Estimated cost.	\$2,698.80
e. Requests for services on hand 31 March.	10
f. Reimbursement to GSA for regular assigned laborers to warehouse. 1744 man hours.	\$2,441.60
g. Protective Services (GSA Guard Posts)	
Reimbursable Posts - \$39,900.00	82
Non-reimbursable Posts	26
h. Monies paid to GSA during month of March, for services rendered during months of October, November and December.	
GSA Guards	\$35,863.55
GSA Laborers and trucks	13,135.95
Alterations and Installations	17,996.72
Miscellaneous	328.12
i. Problems: None	

Attachment